PHYSICAL INSPECTION EXTENSION REQUEST

To: Inspection Contractor (if requested extension date is <= six months after inspection report date)
James Espinoza, Compliance Specialist (email all requests to espinozaj5@michigan.gov)
Compliance Officer (all requests)

cc: MSHDA Compliance (email all requests to mshdacompli@michigan.gov)
Inspection Contractor (if requested extension date is > six months from the inspection report date)

From: Management Agent Representation, Management Agent Company

Date:

Development Name: MSHDA # Inspection Date:

This is a request for an extension of the deadline to correct the following deficiency item(s) that were noted during the physical inspection conducted at the abovementioned property on the date noted above.

- An Extension Request must be submitted for all deficiencies that will not be corrected by the required due date originally specified.
- Note that EH&S (Life Threatening) items will not be extended. They must be corrected within 24 hours and responded to within three days of the inspection date.
- If the extension request date is less than or equal to six months, approval will come from the Inspection Contractor.
- If the extension request date is greater than six months, the approval will come from a MSHDA Compliance Specialist.
- If the Inspection contractor has already closed out an inspection, the extension request must be sent to espinozaj5@michigan.gov and the Compliance Officer.

| Corrective Action and Owner/Management Response Deadlines | | | | | | |
|---|---|---|--|--|--|--|
| PI Deficiency | Corrective Deadlines | Response Deadlines (Owner Cert/Attach A) | | | | |
| EH&S (Life-Threatening) | Immediate/No later than 24 hours (After the inspection date) | No later than three business days (After the inspection date) | | | | |
| H&S (Non Life-Threatening) L3, L2, L1 | No later than 60 days after the inspection report issued date (Cover letter date) | No later than 60 days after the inspection report issued date (Cover letter date) | | | | |
| м | No later than six months after the inspection report issued date (Cover letter date) | First Response - No later than 60 days after the report issued date (cover letter date). For each deficiency, included the date you plan to complete the correction and a description of the planned corrective action. Second Response - No later than six months after the report issued date (cover | | | | |
| | | letter date). For each deficiency, include the actual dates corrections were completed and a description of the corrective action taken. | | | | |

| Item | Specific Location of Deficiency (Unit/Common Area/ Building Address/ Grounds/System) | Level (EH&S, H/S, L3, L2, L1, or "M" for MSHDA) | Description of Deficiency (must be the same as noted in inspection report) | Required Completion Due Date (original) | Requested Extension Date (Date each deficiency will be corrected) | Reason for the Request | Extension Item Approved? (To be completed by MSHDA) |
|---------|---|---|---|--|--|------------------------|--|
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| 6 | | | | | | | |
| (attach | (attach additional lines if necessary) | | | | | | |

When all corrective actions have been completed, I will submit a final Owner's Certification and Attachment A to MSHDA Compliance and to the contractor to certify that all physical inspection deficiencies have been corrected.

| Signed by: | | |
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| Title: | | |

| Approved - Comments: | | |
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| Approved comments. | | |
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| Denial - Explanation: | | |
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| | Compliance Specialist | Date |
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The portion below to be completed by MSHDA if the requested extension date is greater than six months from the inspection report date.